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78-2443/1

23 JUN 1978

Executive Registry  
78-5851/1

MEMORANDUM FOR: Director of Central Intelligence

FROM: John F. Blake  
Deputy Director for Administration

SUBJECT: Criticality of Agency Space Requirements

REFERENCES: (a) Memo dtd 26 Oct 77 to DCI fm A-DDA,  
Subject: Space Acquisition  
(ER 77-2369/2)

(b) Memo dtd 30 Dec 77 to DCI fm A-DDA,  
Subject: Background Data for Visit  
of Jay Solomon, Administrator, GSA  
(ER 77-12054)

1. Action Requested: That another appeal be made to Mr. Jay Solomon, Administrator of GSA, to obtain relief from the current moratorium on acquisition of space in the Metropolitan Washington Area (MWA). Further, should the appeal to Mr. Solomon prove unproductive, that a representation for relief be made to the President.

2. Background:

a. The references contain the historical transcript of the Agency's attempts, dating to December of 1975, to obtain additional space in the MWA. These documents also contain complete justification for the acquisition. Attachment 1 is a resubmittal of reference (b) with the cogent attachments included for your convenience. During the intervening 6 months, efforts to obtain additional space have continued, albeit without reportable success. During April 1978 it was learned that a

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indicating that an elementary school building of some 36,000 s.f. located on the Ft. Myer reservation would be available circa June of 1979. Again, a bid has been forwarded to GSA and, at their request, to the Joint Chiefs of Staff for Department of Army consideration.

SUBJECT: Criticality of Agency Space Requirements

solve our space problem and could not occur prior to January of 1980. To date then, all attempts to obtain relief through the utilization of backfill space, i.e., space already under the control of or leased by the Government, have not produced positive results.

b. We have not relied entirely on external sources to solve the space problem. During January-March, an indepth survey was initiated and completed as were two studies designed to unearth ways in which to better utilize that space already under control. As a result, some 30,000 s.f. (nearly half from the DDO) have been identified for recapture, and an additional 7,000 s.f. (the Ames cafeteria) will be available once the contractual relationship with GSI can be terminated. Notwithstanding these economies, our FY-78/79 requirements, after a thorough scrubbing, still approach 100,000 s.f. (see Attachment 2).

c. The demand for space has reached that proverbial level portrayed as an irresistible force about to meet an immovable object. Part of this thirst stems from the expansion and/or realignment of component functions, NFAC being a prime example. Another major factor is the need for space to accommodate the explosive growth of computer projects: SAFE, ADSTAR, CAMS, plus the general support computer functions of ODP. These factors have combined to create, especially in certain areas of the Headquarters Building, substandard working conditions which impact upon the morale of the individual employee and, more importantly, upon his/her ability to function efficiently and effectively. In some of the analytical sections, crowded conditions, while not yet at the hot-bunk stage, are certainly approaching that point.

d. The most worrisome aspect of the situation involves the time frame necessary to effect relief. People can be imposed upon and importuned to continue to produce regardless of the work conditions which must be borne. The same cannot be said for facility renovation and construction contracts which must be entered into now if we expect to have the various computer systems on-line as scheduled. Fully one-third of the 100,000 s.f. requirement is for machines or their associated utility systems. The crux of the problem

**SUBJECT: Criticality of Agency Space Requirements**

lies in the lead time required, once the moratorium is lifted, to acquire and renovate new space, relocate personnel from Headquarters, and construct the new facilities. At the very best--with GSA operating at maximum efficiency--it will take 15 months from the date the "go" sign is given before a major block of space can be leased, renovated, and occupied and another 9 months to construct new computer facilities for a total of 24 months. Because decent office space in the MWA is at a premium (we are in the midst of a lessor's market with no relief in sight), this 24-month estimate may prove to be optimistic. Hence, we are at the gates of FY-81 before we can hope to accommodate the major portion of the requirements outlined in Attachment 2, even if the "go" sign were to be given today.

3. Staff Position: The Office of Logistics (OL) will continue to effect economies of space within our existing holdings. In addition, OL will work with GSA on acquisition of any backfill space that may become available. However, these actions will in no measure satisfy the majority of our space needs. Further, in view of the moratorium placed upon GSA for acquiring additional space in the MWA, relief can only be obtained by appeal to higher authority.

4. Recommendation: That another appeal for relief from the moratorium be made to Mr. Jay Solomon, Administrator of GSA. Further, should this appeal fail, that a representation for relief be made to the President.

/s/ John F. Blake

John F. Blake

**Attachments**



DECLASSIFICATION AUTHORITY:  
Originating Office:

/s/ James H. McDonald

James H. McDonald  
Director of Logistics

20 JUN 1978

Date

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Approved For Release 2002/05/07 : CIA-RDP86-01019R000200150006-2

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DD/A Registry

78-2443/2

26 JUN 1978

Executive Registry

78-5851

The Honorable Joel W. Solomon  
Administrator  
General Services Administration  
Washington, D.C. 20405

Dear Jay:

This is to continue our dialogue on the subject of space acquisition which began last fall with an exchange of correspondence and continued at our January meeting. You must understand that the CIA's requirement for additional space in the Metropolitan Washington Area remains acute, and I am availing myself of this opportunity to again request relief from the space moratorium before carrying the matter further.

The Agency has been doing all within its power to accommodate its needs from current holdings, including such measures as negotiating the closeout of cafeteria space. However, we are now at the point of having to contract for a number of computer systems scheduled to become operational in the 1980-82 time frame and this simply cannot be done until new space is located, renovated, and occupied.

To my surprise, I noted newspaper advertisements in the local press of 16 and 17 June 1978 whereby your organization solicited listings for specific blocks of space both in Prince George's (Maryland) and Fairfax (Virginia) counties. What I fail to understand is, if the moratorium has been lifted or exceptions are being made to it to satisfy other agencies' space requirements, why not CIA? While not wishing to become entangled in a contest over priorities, it nevertheless seems to me that the national security implications of the Agency's requirements must at least equal those of the agencies seemingly exempt from the moratorium.

I urgently solicit your attention to this matter and am prepared to discuss the subject in greater detail should you so desire.

Yours,

/s/ Stansfield Turner

STANSFIELD TURNER

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REFERENCE (a)

Approved For Release 2002/05/07 : CIA-RDP86-01019R000200150006-2

26 OCT 1977

MEMORANDUM FOR: Director of Central Intelligence

VIA: Acting Deputy Director of  
Central Intelligence

FROM: Michael J. Malanick  
Acting Deputy Director for  
Administration

SUBJECT: Space Acquisition

REFERENCE: Ltr dtd 27 Sept 77 to Admin GSA fr  
A-DDCI

1. Action Requested: It is requested that you sign the attached letter to the Administrator of General Services Administration (GSA) requesting reconsideration of inclusion of CIA in an apparent Presidential freeze on acquisition of new Federal leased space (Att 1).

2. Background:

a. The Agency has had a pressing requirement for additional space since late 1975. Then Director Colby authorized acquisition of 88,000 square feet (sq. ft.) of additional leased property in November 1975 (a copy of this authorization, which includes justification and may be of interest as a "back-grounder," is Attachment 3). Summarizing, the space requirement was created by the impending development of new automated systems (SAFE and ADSTAR) plus space requirements for expanding staffs such as the Intelligence Community Staff, Office of Legislative Counsel, Office of General Counsel, and Inspector General.

b. CIA's space utilization has historically been far better than most Federal agencies. Compared to the GSA guideline of 150 sq. ft. of office space

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statistics alone represent prima facie justification for far more space than the 85,000 to 86,000 sq. ft. actually requested. As you are aware, since the date of the original request, more staff expansion has occurred. Your approved reorganization plan establishing NITC, among other entities, generates different and urgent requirements for both office and technical space. Although the SAFE project has been deferred, requirements for CAMS are even more pressing and require the same specially developed environment that was contemplated for SAFE.

c. The DDA has continued to press GSA to meet the requirements formalized in late 1975 by reiterating and clarifying requirements in two subsequent letters. The last letter, dated 13 September 1977, was supplemented by a call from the Office of Logistics to GSA's Region 3 Commissioner for Public Buildings. He advised (and he has proven to be a good friend of the Agency) that an executive-level appeal to the Administrator and subsequent waiver were required before the Region could proceed to acquire new space. Accordingly, a letter to Administrator Solomon (Att 2) was forwarded by the Acting DDCI. Although a formal reply has not been received, it is understood that CIA's space requirements were lumped with what we suspect are newer and less justifiable requests of other agencies and presented to President Carter on or about 13 October. It is further informally understood, as would be corroborated by Administrator Solomon's passing remark to you, that the President desires a hold-down on further Federal expansion in the Metropolitan Washington Area.

3. Staff Position: It is unequivocal that the Headquarters Building has exceeded the saturation point and

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that installation of space-sensitive equipment areas such as CANS, ADSTAR, and SAFE cannot proceed without relocation of Headquarters elements to external buildings. External building utilization is such that no vacant space is available or can be generated by further consolidation. The most attractive and viable alternative is GSA leasing of additional space for Agency use. Should this approach fail, it will be necessary to pursue significantly less desirable alternatives such as using your extraordinary authority to directly lease operational space (with attendant political and legal complications) or further decentralize by seeking DoD space on military installations outside of Washington (DoD installations in the immediate area are consistently fully occupied).

4. Recommendation: It is recommended that you sign a letter to the Administrator of GSA (Att 1) requesting reconsideration of acquisition of new leased space for CIA.

*/s/ Michael J. Malanick*  
Michael J. Malanick

Atts

Distribution:

Orig - Addressee  
1 - A-DDCI  
1 - ER  
2 - A-DDA  
1 - OL Official

Originating Office: Special Agent in Charge  
James H. McDonald  
Director of Logistics

26 OCT 1977  
Date

Distribution Withheld:

1 - OL/RECD  
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EO/OL/  (26 Oct 1977)

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Washington, D.C. 20505

The Honorable Joel W. Solomon  
Administrator  
General Services Administration  
Washington, D.C. 20405

Dear Jay:

(U) Further to our passing exchange at the White House last week regarding CIA's inability to acquire new leased space, the requirement for this space is urgent, and I would appreciate your assistance in solving this problem. As noted in the 27 September letter to you from my Acting Deputy, CIA's space requirements are long-standing and are essential to support congressionally approved projects now coming to fruition.

(C) Of immediate concern is expansion of a project entitled CAMS (COMINT Automated Management System). I understand that you have been briefed on the Intelligence Community's new and vital, technical collection system. CAMS is the computerized tasking system permitting electronic compilation of target tasking for the collection center. This expansion will require several thousand square feet (sq. ft.) of computer-environment space. Two other approved projects already under developmental or design contract are ADSTAR (Automated Document Storage and Retrieval) and SAFE (Support Analyst File Environment). These projects which automate the retrieval, analysis, and dissemination of intelligence require an additional 25,000 sq. ft. of computer-environment space. In addition to the above new and special projects, it is necessary to expand our main computer center, now operating at less than half of manufacturers' recommended equipment spacing, by some 6,000 sq. ft. The totality of the above special equipment space represents 40,000 sq. ft.

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which simply cannot be made available by compressing our already overcrowded, 115 sq. ft. per person utilization of the Langley building. In fact, we have additional outstanding requirements for an equal amount of office space generated by organizational restructurings that have resulted from recommendations of the presidential and congressional oversight committees.

(C) In sum, CIA's requirement for 85,000 sq. ft. of space is real, represents essential support of projects and equipment costing tens of millions of dollars (for CAMS, hundreds of millions), and is considered essential to the effective functioning of CIA. In the absence of other alternatives which, hopefully, you may be able to identify, this requirement is considered sufficiently in the national interest to warrant appeal to the President for exception. I would appreciate your reconsideration of this matter and advice as to how best to proceed to meet CIA's space needs in a timely manner. Please call me if discussion or further information is required.

Yours,

*Stansfield Turner*  
STANSFIELD TURNER

Distribution:

Orig - Addressee

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- 1 - A-DDCI
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- 2 - A-DDA
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Originating Office: *Field Office*

*James H. McHugh*

26 OCT 1977

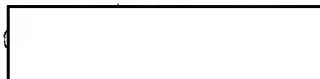
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Withheld Distribution Director of Logistics

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EO/OL:



(26 Oct 77)

30 DEC 1977

MEMORANDUM FOR: Director of Central Intelligence

VIA: Acting Deputy Director of Central Intelligence

FROM: Thomas B. Yale  
Acting Deputy Director for Administration

SUBJECT: Background Data for Visit of Jay Solomon,  
Administrator, General Services  
Administration

1. Action Requested: None; for information only. This memorandum serves as the summary document for a variety of attached documents providing background data considered pertinent to the 11 January visit of Jay Solomon, Administrator of the General Services Administration.

2. Background:

a. As you are aware, Administrator Solomon is scheduled to visit you on 11 January as a result of your letter of 31 October 1977 requesting his direct assistance in acquiring 85,000 square feet of additional leased space for CIA. Your letter and Mr. Solomon's response (basically noncommittal and, we understand, prepared at a very low level in GSA) are Attachments 1 and 2. Attachment 3 is a copy of my covering memorandum providing supporting data justifying the space acquisition and Attachment 4 is an extensive DDA to DCI Colby memorandum detailing CIA's space posture, essentially unchanged since that date. All of these documents are resubmittals and are attached for your convenience.

SUBJECT: Background Data for Visit of Jay Solomon,  
Administrator, General Services Administration

b. In addition to the above, the Office of Logistics has prepared a detailed listing of CY 1978 and CY 1979 space requirements. This listing, Attachment 5, is summarized by directorate and also listed by functional component. Further, a chronology of significant CIA/GSA events pertaining to the specific approval and request for the 85,000 sq. ft. acquisition is provided as Attachment 6.

c. Two other matters, one directly pertinent to the space issue, may be raised during Mr. Solomon's visit. Attachment 7 is a memorandum to you from John Galuardi, Regional Administrator, GSA, identifying a proposed policy to reduce the space holdings of every agency in the Washington area by 10 percent. This proposal was responded to by the Director of Logistics in a letter provided as Attachment 8. In essence, the response stated that CIA objected strenuously to this proposed policy because CIA had already exceeded optimum efficiency in space utilization and that the blanket policy proposal would impact unfairly. The second matter of possible interest is a response to Mr. Joseph Malaga, Executive Director of the Administrative Services Reorganization Project. Mr. Malaga had requested CIA input into a study being developed on the efficacy of centralized administrative services, principally GSA. The response provided as Attachment 9 is essentially bland but identifies space acquisition and maintenance as the major area of CIA concern.

### 3. Staff Position:

a. It is considered that acquisition of at least 85,000 sq. ft. of additional leased space is absolutely essential to meet CIA's existing and projected operational requirements. It is believed that the provided supporting data fully substantiates this position.

b. Additionally, GSA personnel in the supervisory working level have toured the Langley facility and concur

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30 Dec 1977 - STAFF PAPER TO DCE -

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BACKGROUND FOR VISIT OF SOLOMON.

SUBJECT: Background Data for Visit of Jay Solomon,  
Administrator, General Services Administration

4. Recommendations: It is recommended that Mr. Solomon be given strong inducement to acquire 85,000 sq. ft. of additional leased space on behalf of CIA, using exceptional procedures if necessary. In the event that Mr. Solomon is not supportive of this position, it is recommended that you seek an exception to the GSA position at the Presidential level.

*/s/ Thomas B. Yale*

Thomas B. Yale

Atts

Distribution:

- Orig - Addressee, w/atts
- 1 - A-DDCI, w/atts
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Originating Office: James H. McDonald  
James H. McDonald  
Director of Logistics

26 DEC 1977

Date

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EO/OL:GMBrewer:bhf/8204 (27 Dec 77)

Rewritten: EO/OL

(28 Dec 77)

Administration Washington, DC 20405

November 28, 1977

Executive Registry

117-2367/4

Admiral Stansfield Turner  
Director  
Central Intelligence Agency  
Washington, DC 20505

Dear Admiral Turner:

This is in reply to your letter of October 31, 1977, concerning your space needs for 85,000 square feet in Northern Virginia. The General Services Administration (GSA) has been working with your Real Estate and Construction Division in an effort to satisfy this requirement.

Your requirement was originally received by GSA on January 11, 1977. Immediately thereafter, GSA went on the market for the space within the delineated area. No offers were received and your space request was returned asking that you re-submit your request in a larger delineated area. By letter of September 13, 1977, your revised space request was received.

In recent months, it has become necessary to impose constraints on further acquisitions of space in the Metropolitan Washington area. We are therefore unable to take action on your request at this time.

However, you may be assured that your request will receive a high priority at such time in the future as it may be possible for the General Services Administration to lift those constraints.

Your understanding in this matter will be greatly appreciated.

Sincerely,

JAY SOLOMON  
Administrator



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